

**CRANSTON SCHOOL COMMITTEE PUBLIC WORK SESSION**

**JUNE 12, 2013**

**WILLIAM A. BRIGGS BUILDING (REED CONFERENCE ROOM)**

**845 PARK AVENUE**

**EXECUTIVE SESSION 6:00 P.M.**

**PUBLIC WORKSESSION IMMEDIATELY FOLLOWING EXECUTIVE  
SESSION**

**PUBLIC SESSION IMMEDIATELY FOLLOWING PUBLIC WORK  
SESSION**

**AMENDED AGENDA**

**1. Call to Order – 6:00 p.m. – Convene to Executive Session pursuant  
to RI State**

**Laws –**

**2. PL 42-46-5(a)(1) Personnel:**

**3. PL 42-46-5(a)(2) Collective Bargaining and Litigation:**

**a. Contract Negotiations' Update(s)**

**b. (Secretaries)**

**c. (Teachers)**

**d. (Teacher Assistants)**

**e. (Bus Drivers, Mechanics)**

**f. (Tradespeople)**

**4. Executive Session**

**5. Call to Order – Public Session**

**6. Roll Call – Quorum**

**7. Adjourn to Public Work Session**

**8. Public Work Session**

- a. Proposed Housing Development – Western Cranston – Peter Lapolla**
- b. Policy – Guidelines Regarding In-School Observations for All Outside Therapists/All Parents - #6165.2 - Cheryl Coogan (see attached)**
- c. Breakfast in the Classroom – Raymond Votto**
- d. Amended Wellness Policy - #6164.8 – Janice Ruggieri (see attached)**
- e. General Policy Statement-Permits-#5117 (attached)**

**9. Adjourn Public Work Session to Public Meeting**

**10. Executive Session Minutes Sealed – June 12, 2013**

**11. Adjournment**

**School Committee members who are unable to attend this meeting are asked to notify the Chairperson in advance.**

**Interested persons and the public at large, upon advance notice, will be given a fair opportunity to be heard at said meeting on the items proposed on the Agenda.**

**Individuals requesting interpreter services for the hearing impaired must notify the Superintendent's Office at 270-8170 72 hours in advance of hearing date.**

**Any changes in the agenda pursuant to RIGL 42-46-6(e) will be posted on the school district's website at [www.cpsed.net](http://www.cpsed.net), Cranston Public Schools' Administration Building, 845 Park Ave., Cranston, RI; and Cranston**

**City Hall, 869 Park Ave., Cranston, RI and will be electronically filed with the Secretary of State at least forty-eight (48) hours in advance of the meeting.**

**Posted: June 7, 2013**

## **POLICY #6165.2**

### **CRANSTON PUBLIC SCHOOLS**

#### **Guidelines Regarding In-School Observations for All Outside Therapists**

**These guidelines have been established in order to minimize disruption in instruction and/or to the educational process in general.**

**1. Requests to observe classrooms in the school shall be provided in writing to the school administration. The request must include the name of the student to be observed and must state the reason for said observation.**

**2. Permission to observe a classroom shall be limited to an evaluation being conducted for a legitimate educational purpose.**

**3. Individuals seeking permission to observe a particular child must comply with the “Visitor Policy” adopted by the Cranston School Committee (Policy #1250).**

**4. Individuals requesting to observe a classroom must provide identification to the school administration and sign in and out at the school office.**

**5. Individuals requesting to observe a classroom shall be accompanied by a certified administrator at all times.**

**6. Individuals observing a classroom shall be apprised of the confidentiality requirement under the law. The scope of the observation shall be limited to a specific classroom with the stipulation that any information regarding other students or staff members obtained during the observation will not be shared outside of the school, and information received will not be released to others and will be destroyed when no longer needed for purposes for which the observation was conducted. The individual may be required to sign a separate confidentiality and indemnity agreement as determined by the Administration.**

**7. Prior to the observation, school administration shall establish the time and duration of the observation. In no event shall an observation be longer than thirty (30) minutes. During the**

observation, there can be no attempt to engage a teacher or therapist in conversation or ask questions during the instruction. There shall be no attempt to engage with the student being observed or any other students unless expressly authorized by the administrator accompanying the observer. Taking notes, tape recording, or videotaping shall not be allowed during the visit. Such behavior will be considered disruptive and the individual will be asked to leave the classroom.

8. The Cranston Public Schools reserve the right to rescind observation privileges allowable under State and Federal regulations to any individual who does not comply with the guidelines established by the school administration or when such visits disrupt the educational environment as determined by the building principal.

I understand and agree to comply with the above-referenced policy regarding in-school observations. By signing this agreement I agree that I am observing only the student that I have requested permission to observe and any information that I should obtain about anyone else or anything in the building through my presence in the school is highly confidential and cannot be shared with anyone.

All information that I receive I agree to keep confidential.

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Name

Signature

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**Position**

**Cranston Public Schools**

**845 Park Avenue**

**Cranston, RI 02910**

**To:** \_\_\_\_\_

\_\_\_\_\_

**From:** \_\_\_\_\_

\_\_\_\_\_

**Date:** \_\_\_\_\_

\_\_\_\_\_

**Re: Student/Classroom Observation**

**Attached you will find the Cranston Public School's policy and guidelines regarding in-school observations. The guidelines must be followed for all student/classroom observations by outside therapists.**

**Your request will be reviewed by the School Principal and/or Special Education Administrator.**

**After you have read and agreed to the conditions listed on the**

**guidelines, you will need to submit your written request to the School Principal. You must state the educational purpose as well as provide authorization from the student's parent or guardian. The signed guidelines along with the required documentation should be returned to the student's School Principal.**

**You can request the time and date for observation. However, the final decision as to date and time shall be determined by the School Principal. You will need to provide identification when you arrive at the school for the observation. You will be accompanied by, or in the presence of, a certified administrator at all times.**

**If you have any questions, you can call the student's school at \_\_\_\_\_ or the Special Education Director at (401) 270-8137.**

**Attachment:**

**Guidelines Regarding In-School Observations**

**POLICY #6165.2**

**CRANSTON PUBLIC SCHOOLS**

## **Guidelines Regarding In-School Observations for All Parents**

**These guidelines have been established in order to minimize disruption in instruction and/or to the educational process in general.**

**1. Requests to observe classrooms in the school shall be provided in writing to the school administration. The request must state the reason for said observation. Only a parent may observe and the parent shall not bring anyone else to the observation.**

**2. Parents requesting to observe a classroom must comply with the “Visitor Policy” adopted by the Cranston School Committee (Policy 1250).**

**3 Parents requesting to observe a classroom must be accompanied by an administrator at all times.**

**4. Parents may observe no more than one (1) time per quarter**

**5. Parents observing a classroom shall be apprised of the confidentiality requirement under the law. The scope of the observation shall be limited to a specific classroom with the stipulation that any information regarding other students or staff members obtained during the observation will not be shared outside of the school, and information received will not be released to others and will be destroyed when no longer needed for purposes for which**



**the observation was conducted. Parent may be required to sign a separate confidentiality and indemnity agreement as determined by the Administration.**

**6. Prior to the observation, school administration shall establish the time and duration of the observation. In no event shall an observation be longer than thirty (30) minutes. During the observation, there can be no attempt to engage a teacher or therapist in conversation or ask questions during the instruction. There shall be no attempt to engage with the student being observed or any other students unless expressly authorized by the administrator accompanying the observer. Taking notes, tape recording, or videotaping shall not be allowed during the visit. Such behavior will be considered disruptive and the parent will be asked to leave the classroom.**

**7. The Cranston Public Schools reserve the right to rescind observation privileges allowable under State and Federal regulations to any parent who does not comply with the guidelines established by the school administration or when such visits disrupt the educational environment as determined by the building principal.**

**I understand and agree to comply with the above-referenced policy regarding in-school observations. By signing this agreement I agree that I am observing only my child and other information that I may obtain during this observation is highly confidential and cannot be**

**shared with anyone.**

\_\_\_\_\_

\_\_\_\_\_

**Name      Signature**

\_\_\_\_\_

**Student’s Name**

**April, 2013**

**Cranston Public Schools  
845 Park Avenue  
Cranston, RI 02910**

**To:** \_\_\_\_\_  
\_\_\_\_\_

**From:** \_\_\_\_\_  
\_\_\_\_\_

**Date:** \_\_\_\_\_  
\_\_\_\_\_

**Re: Student/Classroom Observation**

**Attached you will find the Cranston Public School's policy and guidelines regarding in-school observations. The guidelines must be followed for all student/classroom observations by a student's parent(s).**

**Your request will be reviewed by the School Principal and/or Special Education Administrator.**

**After you have read and agreed to the conditions listed on the guidelines, you will need to submit your written request to the School Principal. The signed guidelines along with the required documentation should be returned to the student's School Principal.**

**You can request the time and date for observation. However, the final decision as to date and time shall be determined by the School Principal. You will need to provide identification when you arrive at the school for the observation. You will be accompanied by, or in the presence of, a school staff member at all times.**

**If you have any questions, you can call the student's school at \_\_\_\_\_ or the Special Education Director at (401) 270-8137.**

**Attachment:**

**Guidelines Regarding In-School Observations**

**Cranston Public Schools**

**Confidentiality and Indemnity Agreement**

**Observation of Student**

**It is the responsibility of the Cranston Public Schools (hereinafter “CPS”) to follow all state and federal laws relating to the confidentiality of information for both students and staff. Additionally, it is the policy of CPS to provide our students and employees with a level of privacy and confidentiality with any information concerning any of our students or employees.**

**In the course of your observation you may have access to information about other students or employees, their families and/or personal business.**

**Therefore, I agree that:**

**I will hold any information that I obtain during my observation of**

**student**

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**\_\_\_\_\_ in the truest confidence as required by law. I understand that I cannot discuss any information that I may have obtained with anyone at anytime. Furthermore, I understand that I cannot use any information that I obtain for any reason. I understand that if I violate this confidentiality agreement I shall never again be allowed to observe any student in the CPS and legal action could be taken against me. I further agree to indemnify the CPS in the event that I violate my confidentiality requirement and legal action is taken against CPS for any damages assessed against CPS.**

**I have read this confidentiality agreement and agree to its terms.**

**Name**\_\_\_\_\_

\_\_\_\_\_

**Signature**\_\_\_\_\_

\_\_\_\_\_

**Date**\_\_\_\_\_

\_\_\_\_\_

**Policy Adopted: CRANSTON PUBLIC SCHOOLS**

**Resolution No: 13- CRANSTON, RHODE ISLAND**

**6164.8**

## **Wellness Policy**

### **Policy Intent/Rationale**

**Cranston Public Schools promotes healthy schools by supporting wellness, good nutrition, regular physical activity, health education and awareness as part of the learning environment. The district supports a healthy environment where children learn and participate in positive dietary and lifestyle practices. Schools contribute to the basic health status of children by facilitating learning through the support and promotion of good nutrition and physical activity. Improved health optimizes student performance potential.**

- The School District will engage students, parents, teachers, food service professionals, health professionals and other interested community members in developing, implementing, monitoring and reviewing district-wide nutrition and physical activity policies.**
- All students in grades Pre-K through 12 will have opportunities,**

**support and encouragement to be physically active on a regular basis.**

- Foods and beverages sold or served at school will meet and/or exceed the nutrition recommendations of the U.S. Dietary Guidelines for Americans, as well as the USDA and RINR regulations.**
- Qualified child nutrition professionals will provide students with access to a variety of affordable, nutritious, and appealing foods that meet the health and nutrition needs of every student; will accommodate the religious, ethnic, and cultural diversity of the student body in meal planning; and will provide clean, safe, and pleasant settings and adequate time for students to eat.**
- To the maximum extent practicable, all schools in our district will participate in the available Federal Schools Meal Programs (including the School Breakfast Program, National School Lunch Program (including after-school snacks), Summer Food Service Program and Child and Adult Food Program.**
- Schools will provide nutrition education and physical education to foster lifelong habits of healthy eating and physical activity, and will establish linkages between health education and school meal programs; and with related community services.**

**Cranston Public Schools will use the Center for Disease Control and Prevention's Coordinated School Health approach to comprehensive school wellness. The Coordinated School Health model includes 8 areas of school health: (1) safe environment; (2) physical education; (3) health education; (4) staff wellness; (5) health services; (6) mental and social health; (7) nutrition services; and (8) family involvement.**

**This policy will provide Cranston Public Schools with guidelines, goals and information that will help the district maintain Federal, State and district regulations.**

## **I. School Wellness Committee:**

**RI General Law (16-21-28) requires the establishment of a district wide coordinated school health and wellness subcommittee chaired by a full member of the School Committee.**

**The School Committee shall establish a Wellness Committee that will be composed of, at a minimum, a School Committee member, a School Administrator, a School Food Authority representative, a parent or guardian, a representative of SEAC (Special Education Advisory Committee), a member of CEAB (Cranston Educational Advisory Board), a school nurse, and a member of the physical education department. Members of the public, students and community organizations are encouraged to attend these public meetings.**

**This committee shall meet no less than four times during the school year.**

**The members of the committee shall:**



- collaborate and coordinate resources to drive school health objectives
- communicate with the public regarding issues of health and wellness
- make recommendations to the Superintendent regarding issues of health and wellness
- review and update Wellness policies
- ensure that all policies are being followed
- ensure that all areas of health and wellness standards are current
- report yearly to the School Committee regarding nutrition, physical education, physical activity and the health and well-being of the school community.

See:

<http://webserver.rilin.state.ri.us/statutes/title16/16-21/16-21-28.htm>

## **II. Nutrition Guidelines for all foods on school campus**

The integrity of the school nutrition environment depends on the quality of all foods and beverages served and sold at school. Foods that provide little nutritional value compete with healthy school meals, send mixed messages to students, undermine nutrition education efforts and discourage healthy eating. School nutrition guidelines shall address all food and beverages sold or served to students from reimbursable meals, vending machines, in school stores, fundraisers, school celebrations, as well as a la carte items

**sold during school meals. All food sales shall comply with the applicable federal, state and district regulations. Each school will be responsible for ensuring that all policy guidelines are followed.**

### **School Meals :**

**R.I. General Law (16-21-7) At a minimum, reimbursable meals served through the National School Lunch and Breakfast programs must meet USDA nutrition requirements and Rhode Island Nutrition Requirements**

**The full meal school breakfast and lunch programs must comply with the USDA and RINR Requirements for Federal School Meals Programs and follow the current Dietary Guidelines for Americans.**

**See:**

**<http://www.fns.usda.gov/cnd/governance/legislation/nutritionstandards.htm>**

**<http://www.thriveri.org/documents/RINR2009>**

**<http://www.health.gov/dietaryguidelines/>**

### **III. School Food Service Provider Operations**

**The purpose of the National Breakfast Program and National School Lunch Program, operated by either the district or a contracted service provider, is to safeguard the health of our children. In order to achieve this purpose the Food Service Provider must provide students with adequate and high quality nutrition during the school day. Menus will comply with all federal, state, and local regulations. Food Service providers will work within the community to provide information, to provide locally grown foods in a cooperative effort with area farms, and to work with the Wellness Committee to maintain standards and provide updates as to regulation changes.**

**School meals served through the National School Lunch and Breakfast Programs will:**

- Be appealing and attractive to students,**
- Be served in clean and pleasant settings,**
- Meet, at a minimum, nutrition requirements established by local, state and federal statutes and regulations,**
- Offer a variety of fruits and vegetables,**
- Serve only low-fat (1%) and fat free milk and nutritionally-equivalent non-dairy alternatives( to be defined by the USDA); and**
- Ensure that half of the served grains are whole grain**

**Schools/Food Service Providers should engage students and parents, through taste-tests of new entrees and surveys in order to identify new, healthful and appealing food choices and to identify**

issues within the program.

**Schools/Food Service Providers should share information about the nutritional content of meals with parents and students. Such information should be made available on menus, a website, on cafeteria menu boards, in school offices or other point of purchase materials.**

## **Breakfast**

**To ensure that all children have breakfast, either at home or at school, in order to meet their nutritional needs and enhance their ability to learn:**

- Schools will operate the School Breakfast Program**
- Schools will utilize methods to serve breakfasts that encourage participation, including serving breakfast in the classroom,” grab-and- go” breakfast or breakfast prior to the start of school.**
- Schools that serve breakfast to students will notify parents/guardians and students of the availability of the School Breakfast Program.**
- Schools that serve breakfast will provide menus as well as any available nutritional information. This can be done with menus, posts on websites, menu boards, in school offices.**

## **Free and Reduced-priced Meals**

**Schools will make every effort to eliminate any social stigma attached to, and prevent the overt identification of, students who are eligible for free and reduced-price school meals.**

**Toward this end schools may:**

- utilize electronic identification and payment systems;**
- provide meals at no charge to all children, regardless of income,**
- Promote the availability of school meals to all students;**
- Use nontraditional methods for serving school meals ( “grab-and-go” or classroom breakfast)**

### **Summer Food Service Program**

**Schools may provide a food service program for those students attending an extended school year program or attending a school-sponsored enrichment program. These costs will be determined by the food service provider and agreed upon by the district and School Committee vote.**

### **Eating Environment**

**A well designed and pleasant eating environment is important to the promotion of students’ healthy eating habits. Schools need to assess traffic flows, time allotted for school meals and cafeteria layout to ensure that students are actually encouraged to eat.**

**All schools will strive towards providing:**

- Adequate space to eat in clean, pleasant surroundings**

- Adequate time to eat meals
- Convenient access to hand washing or hand sanitizing facilities before meals
- Scheduled lunch periods at appropriate times
- Water will be made available to student in the cafeteria

Additionally; schools will adhere to the following rules:

- There should not be scheduled tutoring, club or organizational meetings during mealtimes, unless students are allowed to eat during such activities
  - School personnel should take reasonable steps to accommodate the tooth-brushing regimens of students with special oral health needs. (A note must be provided to the School Nurse)
  - School District will work with school food providers to explore and implement ways to minimize the time students spend waiting in line
- Food Safety and Security**

The food offered to students in the schools must not only be nutritious, but must also comply with state and local safety and sanitation regulations. The quality of the food is determined both by the nutrient value and by the standards by which it was prepared.

- All foods made available to students will comply with the State and local food safety and sanitation regulations.
- Sharing of food by students is not encouraged
- Guidelines shall be implemented by the Food Service Provider in order to avoid food illness in schools.
- Access to food service operations is limited to Food Service staff

**and personnel authorized by the Superintendent or designee.**

### **Peanut and Tree Nut Allergy**

**Depending on the nature and extent of the student's allergy, the measures listed in the IHCP may include, but are not limited to:**

- Posting additional signs (e.g., in classroom entryways);**
- Prohibiting the sale of particular food items in the school;**
- Designating special tables in the cafeteria;**
- Prohibiting particular food items from certain classrooms and/or the cafeteria;**
- Completely prohibiting particular food items from the school or school grounds;**
- Educating school personnel, students, and families about food allergies; and/or**
- Implementing particular protocols around cleaning surfaces touched by food products, washing of hands after eating, etc.**
- The measures shall be taken in conjunction with the Cranston Public Schools' health and wellness policy and food safety policy.**

- A plan may also be developed for each staff member with a serious food allergy.

### **District Protocol**

The Superintendent of Schools shall forthwith establish a District wide protocol facilitating the terms of this policy consistent with applicable state law, rule, regulation and to the extent appropriate with guidance from the Rhode Island Department of Education including, but not limited to providing for appropriate posting of signs, staff training, communication to the District Community of the policy, provision for student and staff self-management of his/her condition where and when appropriate, and issuance of emergency protocols and standing orders. (This protocol shall provide for reasonable accommodations for non-allergic students to consume peanut/tree-nut based food Products)

The following policy is set forth in policy #5141.5 under Students

### **Food Marketing in Schools**

- School based marketing will be consistent with nutrition education and health promotion. As such, schools will limit food and beverage marketing to the promotion of foods and beverages that meet the nutritional standards for meals or for foods and beverages sold individually.
- School-based marketing or promoting of predominantly low-nutrition foods and beverages is prohibited.



- The promotion of healthy foods; including fruits, vegetables, whole grains and low-fat dairy products is encouraged.
- The promotion of healthy activity and behaviors is encouraged

#### **IV. Competitive Food**

**Student Nutrition:** R.I. General Law (16-21-7) requires that elementary, middle, junior, and senior high schools sell only healthier beverages and healthier snacks, except when items are sold by pupils away from the premises of school; by pupils one hour or more after the end of the school day; or during a school sponsored activity pupil activity after the end of the school day.

#### **A la Carte and Vending Machine Sales**

- All snacks served through the Food Service Program including any vending machine items made available to students during meal times shall meet all state and federal laws and regulations.
- Portion sizes will be age appropriate and specified by cafeteria guidelines by level
- A la Carte items shall contain no more than 35% of calories from total fat and no more than 10% of calories from saturated fat, no more than 35% percent of calories from sugar by weight and no added trans fats. Individual portions shall contain no more than 200 calories.
- Vending machines will not be accessible to students at any elementary school. Elementary schools will not have stores that sell food to students.

- **Vending machines in middle and high schools may only sell low-fat or non-fat milk (flavored or unflavored), water, 100% juice with no added sweeteners ( 12oz maximum serving size)**

### **School or District Fundraising**

- **Food may not be sold or distributed during school hours.**
- **Food sold from fundraisers must be picked up before or after school hours.**
- **Schools are encouraged to consider non-food items or activities for fundraisers.**
- **A list of healthy school fundraiser ideas can be found at [www.actionforhealthykids.org](http://www.actionforhealthykids.org).**
- **All food sold before, during and one hour after school must comply with State Law (RIPL 06-231/06-234) as well as USDA, RINR and District Nutritional Standards.**
- **Any group, organization or individual that wishes to sell food for profit before, during or up to one hour after school may purchase their items through the school Food Services Provider. The Food Services Provider will provide a price for any item on the approved lists. The organization or individual may purchase their own items as long as they meet the standards.**
- **Culinary programs at the Cranston Area Career and Technical Center or any Life Skills programs are exempt from these criteria after school hours due to the curricular nature of their food sales.**
- **Community and Parent organizations using CPS facilities or sponsoring school events outside of school hours shall be notified of**

**the wellness policy and encouraged to comply with the standards, but will not be mandated to follow policy.**

## **STUDENT BIRTHDAY CELEBRATION**

**Cranston Public Schools recognizes that birthdays are a special day for our students. Cranston Public Schools must ensure that these types of celebrations do not disrupt the learning process or do not go against current Wellness policies. Cranston Public Schools adheres to a Wellness Policy that recognizes the importance of wellness, good nutrition and an active lifestyle in the overall health of our students. Cranston Public Schools and our staff are responsible for positively influencing student beliefs and habits in these areas. Frequent birthday celebrations with cookies, cupcakes, and other sweets are not in alignment with these learning goals. In addition; a growing number of students throughout our district have health concerns related to food, including allergies, diabetes, and other diseases causing this to become a safety issue as well.**

**Therefore, birthday parties in which treats and/or snacks are brought to school will not be permitted. If parents would like to recognize their child on their special day, there are a number of non-food options available, such as: sending in pencils, erasers, and/or stickers for every child. Other suggestions include, the child donating a book to his/her class library or an educational game to his/her classroom. Building principals may decide what non-food related form of recognition is appropriate for their school.**

## **V. Nutrition Education**

**Cranston Public Schools aims to teach, encourage and support healthy eating. Schools should provide nutrition education and engage in nutrition promotion that:**

- 1. Is offered at each grade level as part of a sequential, comprehensive, standards-based program designed to provide students with the knowledge and skills necessary to promote and protect their health;**
- 2. Is part of not only health education classes, but is also incorporated into regular classroom instruction and cafeteria when appropriate and feasible;**
- 3. Includes enjoyable, developmentally appropriate, culturally relevant , participatory activities, such as contests, promotions, taste testing, farm visits and school gardens;**
- 4. Promotes fruits, vegetables, whole grain products, low-fat and fat free dairy products, healthy food preparation methods, and health-enhancing nutrition practices;**
- 5. Emphasizes caloric balance between food intake and energy expenditure ( physical activity/exercise);**
- 6. Teaches media literacy with an emphasis on food marketing; and**
- 7. Includes training for teachers and other staff.**

## **VI. Physical Activity Opportunities and Physical Education**

**Physical Education is required for all students in grades 1-12 according to RI General Law ( 16-22-4) and Sec. 3.5 of the Rules and Regulations for School Health Programs. Students should receive an average of 100 minutes per week of health/physical education. Recess, free play, and after-school activities are not counted as physical education. School PE curricula must be aligned with the standards and performance indicators in The Rhode Island Physical Education Framework.**

**See: <http://webserver.rilin.state.ri.us/Statutes/title16/16-22/16-22-4.htm>**

- Physical education classes and physical activity opportunities will be available for all students.**
- Physical activity opportunities shall be offered as when possible before, during (recess) and after school.**
- As recommended by the National Association of Sport and Physical Education ( NASPE), school leaders of physical activity and physical education shall guide students through a process that will enable them to achieve and maintain a high level of personal fitness by:**
  - 1. Exposing them to a wide variety of physical activities**
  - 2. Teaching physical skills to help maintain a lifetime of health and fitness.**
  - 3. Encouraging self-monitoring so students can see how active they are and set their own goals**
  - 4. Individualizing the intensity of activities.**
  - 5. Focusing on feedback on process of doing your best rather than on product.**

## **6. Being active role models**

- Introduce developmentally appropriate components of health-related fitness assessment, (e.g. Fitness Gram, President's Council) to the students at an early age to prepare them for future assessments**
- The physical education program shall be provided adequate space and equipment and conform to all applicable safety standards**
- Schools may choose to offer intramural sports or activities after school. These offerings may require a fee for students to participate**
- Waivers for physical education are discouraged**
- Physical education will be taught by a licensed instructor**
- The district will ensure that PE staff will receive professional development on a yearly basis**

## **Recess**

**All elementary school students will have at least 10 minutes a day of supervised recess, preferably outdoors( weather permitting) during which schools should encourage moderate physical activity as long as there is appropriate space and equipment.**

- Schools should discourage extended periods (i.e. two or more hours) of inactivity.**
- When activities such as mandatory school-wide testing make it necessary for students to remain indoors for long periods of time, schools should give students periodic breaks during which they are encouraged to stand and be moderately active. (The district will provide instruction to staff members on how to model these breaks).**

- **Teachers and other school and community personnel should refrain from withholding opportunities for physical activities (i.e. recess, physical education) as punishment.**

## **VII. Safe Routes to School**

**As part of the Safe Routes to School Federal Grant Program the school district will assess and, if necessary and to the extent possible, and if grant funds are made available, make needed improvements to make it safer and easier for students to walk and bike to school. When appropriate the district will work together with local public works, public safety, and/or police departments in these efforts.**

## **VIII. Use of School Facilities Outside of School Hours**

**School spaces and facilities should be available to students, staff and community organizations before and after the school day, on weekends, and during school vacations. School policies concerning safety will apply at all times.**

**The district is encouraged to promote the use of school facilities outside of school hours for physical activity programs offered by community-based organizations. Certain fees may be applied.**

## **IX. Staff Wellness**

**Cranston Public Schools highly values the health and well-being of every staff member and will plan and implement activities and**

**policies that support personal efforts made by staff to maintain a healthy lifestyle. Staff will be encouraged to model healthy eating and physical activity as a valuable part of daily life.**

**The school department will strive to provide nutrition and physical education activity education opportunities to all school staff at the elementary, middle and high school levels. These educational opportunities may include the distribution of materials, arrangements of presentations or workshops that focus on nutritional value and healthy lifestyles, health assessments, fitness activities and other appropriate nutrition and physical-activity related topics.**

## **X. Community Involvement**

**The district/school will support parents' efforts to provide a healthy diet and daily physical activity for their children. The district will:**

- inform parents and community groups of the Wellness policies,**
- post menus and nutritional information regarding school food programs;**
- Provide information regarding physical activity opportunities for students before, during and after the school day;**
- Provide information via a website, newsletter or other form of communication to notify parents of opportunities for nutrition information, healthy eating, school menus, opportunities for physical activities for children outside of the school day and any other Wellness related information;**
- Support approved community organizations in providing information to students about opportunities for physical activities;**



- **Send home yearly surveys to get feedback on nutrition and physical education throughout the district;**
- **Continue to provide opportunities for our students to be exposed to healthy foods using the Farm-To-School program as well as the Local Produce Day and Cooking contests sponsored by the food service provider.**

## **XI. Implementation, Monitoring and Reporting**

**This policy and any proposed updates will be posted and accessible on the school district website.**

- **In an effort to ensure compliance with established district-wide wellness policies updated policy information will be provided to each principal so that they may distribute the necessary information to staff and parents/guardians.**
- **Policy information may be posted at each school at the principals' request.**
- **School food service staff will ensure compliance of nutrition policies within the school food service areas and will report on this matter to the School Committee. These reports will include any issues, concerns and reviews of USDA School Meals Initiatives.**
- **The Superintendent and his/her designee will ensure compliance of these policies within the district and will report on the school's compliance to the School Committee.**

## **XII. Policy Review**

**An assessment of the district to determine policy compliance will be done every two years. This review will be done via survey at the school level and possible surveying of parents, staff, students and food service providers.**

**Review and reporting of these surveys will be submitted by the Wellness Committee to the School Committee and will be made public on the district website.**

**The district will, as necessary, revise the wellness policies and develop work plans to facilitate their implementation.**

**See : School Health Index from the Centers for Disease Control and Prevention ( CDC), Changing the Scene from the Team Nutrition Program of the USDA, and Opportunity to Learn Standards for Elementary, Middle and High School Physical Education from NASPE.**

**Resources for Local School Wellness Policies on Nutrition and Physical Activity**

**Crosscutting:**

- School Health Index, Centers for Disease Control and Prevention,**
- Local Wellness Policy website, U.S. Department of Agriculture,**

- **Fit, Healthy, and Ready to Learn: a School Health Policy Guide, National Association of State Boards of Education,**
- **Preventing Childhood Obesity: Health in the Balance, the Institute of Medicine of the National Academies,**
- **The Learning Connection: The Value of Improving Nutrition and Physical Activity in Our Schools, Action for Healthy Kids,**
- **Ten Strategies for Promoting Physical Activity, Healthy Eating, and a Tobacco-free Lifestyle through School Health Programs, Centers for Disease Control and Prevention,**
- **Health, Mental Health, and Safety Guidelines for Schools, American Academy of Pediatrics and National Association of School Nurses,**
- **Cardiovascular Health Promotion in Schools, American Heart Association [link to pdf]**

#### **School Health Councils:**

- **Promoting Healthy Youth, Schools and Communities: A Guide to Community-School Health Councils, American Cancer Society [link to PDF]**
- **Effective School Health Advisory Councils: Moving from Policy to Action, Public Schools of North Carolina,**

#### **Nutrition: General Resources on Nutrition**

- **Making it Happen: School Nutrition Success Stories, Centers for Disease Control and Prevention, U.S. Department of Agriculture, and**
- **U.S. Department of Education,**

- **Changing the Scene: Improving the School Nutrition Environment Toolkit,**
- **U.S. Department of Agriculture,**

**Dietary Guidelines for Americans 2005, U.S. Department of Health and Human Services and U.S. Department of Agriculture,**

- **Guidelines for School Health Programs to Promote Lifelong Healthy Eating,**
- **Centers for Disease Control and Prevention,**

**Healthy Food Policy Resource Guide, California School Boards Association and California Project LEAN,**

- **Diet and Oral Health, American Dental Association,**
- School Meals**

- **Healthy School Meals Resource System, U.S. Department of Agriculture,**
  - **School Nutrition Dietary Assessment Study–II, a U.S. Department of Agriculture study of the foods served in the National School Lunch Program and the School Breakfast Program,**
  - **Local Support for Nutrition Integrity in Schools, American Dietetic Association,**
  - **Nutrition Services: an Essential Component of Comprehensive Health Programs, American Dietetic Association,**
  - **HealthierUS School Challenge, U.S. Department of Agriculture,**
  - **Breakfast for Learning, Food Research and Action Center,**
- School Breakfast Scorecard, Food Research and Action Center,**

**Arkansas Child Health Advisory Committee Recommendations**  
[includes recommendation for professional development for child nutrition professionals in schools],

### **Meal Times and Scheduling**

- **Eating at School: A Summary of NFSMI Research on Time Required by Students to Eat Lunch, National Food Service Management Institute (NFSMI) [Attach PDF file]**
- **Relationships of Meal and Recess Schedules to Plate Waste in Elementary Schools, National Food Service Management Institute,**

### **Nutrition Standards for Foods and Beverages Sold Individually**

- **Recommendations for Competitive Foods Standards (a report by the National Consensus Panel on School Nutrition), California Center for Public Health Advocacy,**
- **State policies for competitive foods in schools, U.S. Department of Agriculture,**
- **Nutrition Integrity in Schools, (forthcoming), National Alliance for Nutrition and Activity**
- **School Foods Tool Kit, Center for Science in the Public Interest, Foods Sold in Competition with USDA School Meal Programs (a report to Congress), U.S. Department of Agriculture,**
- **FAQ on School Pouring Rights Contracts, American Dental Association,**

### **Fruit and Vegetable Promotion in Schools**

- **Fruits and Vegetables Galore: Helping Kids Eat More, U.S. Department of Agriculture,**
- **School Foodservice Guide: Successful Implementation Models for Increased Fruit and Vegetable Consumption, Produce for Better Health Foundation. Order on-line for \$29.95 at .**
- **School Foodservice Guide: Promotions, Activities, and Resources to Increase Fruit and Vegetable Consumption, Produce for Better Health Foundation. Order on-line for \$9.95 at**  
**National Farm-to-School Program website, hosted by the Center for Food and Justice,**
- **Fruit and Vegetable Snack Program Resource Center, hosted by United Fresh Fruit and Vegetable Association,**
- **Produce for Better Health Foundation website has downloadable fruit and vegetable curricula, research, activity sheets, and more at**

### **Fundraising Activities**

- **Creative Financing and Fun Fundraising, Shasta County Public Health,**
- **Guide to Healthy School Fundraising, Action for Healthy Kids of Alabama,**

### **Snacks**

- **Healthy School Snacks, (forthcoming), Center for Science in the Public Interest**
- **Materials to Assist After-school and Summer Programs and Homeless Shelters in Using the Child Nutrition Programs (website),**

## **Food Research and Action Center,**

### **Rewards**

- **Constructive Classroom Rewards, Center for Science in the Public Interest,**
- **Alternatives to Using Food as a Reward, Michigan State University Extension,**
- **Prohibition against Denying Meals and Milk to Children as a Disciplinary Action, U.S. Department of Agriculture Food and Nutrition Service [Link to PDF]**

### **Celebrations**

- **Guide to Healthy School Parties, Action for Healthy Kids of Alabama,**
- **Classroom Party Ideas, University of California Cooperative Extension Ventura County and California Children's 5 A Day Power Play! Campaign,**

## **Nutrition and Physical Activity Promotion and Food Marketing: Health Education**

- **National Health Education Standards, American Association for Health Education,**

### **Nutrition Education and Promotion**

- **U.S. Department of Agriculture Team Nutrition website (lists nutrition education curricula and links to them),**
- **The Power of Choice: Helping Youth Make Healthy Eating and**

**Fitness Decisions, U.S. Food and Drug Administration and U.S. Department of Agriculture's Food and Nutrition Service,**

- **Nutrition Education Resources and Programs Designed for Adolescents, compiled by the American Dietetic Association,**

**Integrating Physical Activity into the Classroom Setting**

- **Brain Breaks, Michigan Department of Education,**

**Energizers, East Carolina University,**

**Food Marketing to Children**

- **Pestering Parents: How Food Companies Market Obesity to Children, Center for Science in the Public Interest,**

- **Review of Research on the Effects of Food Promotion to Children, United Kingdom Food Standards Agency,**

- **Marketing Food to Children (a report on ways that different countries regulate food marketing to children [including marketing in schools]), World Health Organization (WHO),**

- **Guidelines for Responsible Food Marketing to Children, Center for Science in the Public Interest,**

- **Commercial Activities in Schools, U.S. General Accounting Office,**

**Eating Disorders**

- **Academy for Eating Disorders,**

- **National Eating Disorders Association,**

- **Eating Disorders Coalition,**



## **Staff Wellness**

- **School Staff Wellness, National Association of State Boards of Education [link to pdf]**
- **Healthy Workforce 2010: An Essential Health Promotion Sourcebook for Employers, Large and Small, Partnership for Prevention,**
- **Well Workplace Workbook: A Guide to Developing Your Worksite Wellness Program, Wellness Councils of America,**
- **Protecting Our Assets: Promoting and Preserving School Employee Wellness, (forthcoming), Directors of Health Promotion and Education (DHPE)**

## **Physical Activity Opportunities and Physical Education:**

### **General Resources on Physical Activity**

- **Guidelines for School and Community Programs to Promote Lifelong Physical Activity among Young People, Centers for Disease Control and Prevention,**
- **Healthy People 2010: Physical Activity and Fitness, Centers for Disease Control and Prevention and President's Council on Physical Fitness and Sports,**
- **Physical Fitness and Activity in Schools, American Academy of Pediatrics,**

## **Physical Education**

- **Opportunity to Learn: Standards for Elementary Physical Education, National Association for Sport and Physical Education. Order on-line**

for \$7.00 at

- **Opportunity to Learn: Standards for Middle School Physical Education.** National Association for Sport and Physical Education.

Order on-line for \$7.00 at

- **Opportunity to Learn: Standards for High School Physical Education,** National Association for Sport and Physical Education.

Order on-line for \$7.00 at

- **Substitution for Instructional Physical Education Programs,** National Association for Sport and Physical Education,

- **Blueprint for Change, Our Nation's Broken Physical Education System: Why It Needs to be Fixed, and How We Can Do It Together,** PE4life,

## **Recess**

- **Recess in Elementary Schools,** National Association for Sport and Physical Education,

- **Recess Before Lunch Policy: Kids Play and then Eat,** Montana TeamNutrition,

**Relationships of Meal and Recess Schedules to Plate Waste in Elementary Schools,** National Food Service Management Institute,

- **The American Association for the Child's Right to Play,**

## **Physical Activity Opportunities Before and After School**

- **Guidelines for After School Physical Activity and Intramural Sport**

## **Programs,**

- **National Association for Sport and Physical Education,**
- **The Case for High School Activities, National Federation of State High School Associations,**
- **Rights and Responsibilities of Interscholastic Athletes, National Association for Sport and Physical Education,**

## **Safe Routes to School**

- **Safe Routes to Schools Tool Kit, National Highway Traffic Safety Administration,**
- **KidsWalk to School Program, Centers for Disease Control and Prevention,**
- **Walkability Check List, Pedestrian and Bicycle Information Center, Partnership for a Walkable America, U.S. Department of Transportation, and U.S. Environmental Protection Agency,**  
<http://www.walkinginfo.org/walkingchecklist.htm>

## **Monitoring and Policy Review:**

- **School Health Index, Centers for Disease Control and Prevention (CDC),**
- **Changing the Scene: Improving the School Nutrition Environment Toolkit, U.S. Department of Agriculture,**
- **Criteria for Evaluating School-Based Approaches to Increasing Good Nutrition and Physical Activity, Action for Healthy Kids,**
- **Opportunity to Learn: Standards for Elementary Physical Education,**

**National Association for Sport and Physical Education. Order on-line for \$7.00 at**

**• Opportunity to Learn: Standards for Middle School Physical Education. National Association for Sport and Physical Education. Order on-line for \$7.00 at**

**• Opportunity to Learn: Standards for High School Physical Education. National Association for Sport and Physical Education. Order on-line for \$7.00 at**

**Policy Amended: CRANSTON PUBLIC SCHOOLS**

**Resolution No: 13- CRANSTON, RHODE ISLAND**

**Effective June 30, 2013**

### **General Policy Statement**

**Over the past several years, requests for permits have grown exponentially. This trend is especially prevalent at elementary schools.**

**In past years the Cranston School Department issued yearly permits to students so they may attend a school other than their home school. This practice started as an exception based courtesy and has grown exponentially over the years.**

**During the 2012-2013 school year, 432 children were on “permit” to a school other than their home school. This has led to over 150 students being clustered or refused admission to their rightful school away from their home schools. The Cranston School Committee has studied population trends and building trends in preparation for All**

**Day Kindergarten. Due to 600 children not being placed in their “home schools,” we cannot obtain accurate population trends to determine space concerns at each building in each classroom.**

**During the 2012-2013 school year over 600 students were not placed in their home schools due to either permitting or clustering due to unavailability at their rightful home school. In order to determine where availability of space is and to get accurate student population figures at each school, permits will be suspended at the elementary level only.**

**In order to continue studying the availability of empty classrooms for the implementation of All Day Kindergarten, the School Committee must suspend permits\_.-at the elementary level only.**

## **Permits**

**Permits for a child to attend school outside of their home school will be granted only under the following conditions:**

**1- The student is interested in programming not offered in their home school; (I.E. – The student is interested in a program at the Career and Technical Center or JROTC)**

**2. There are documented legal reasons why a child must attend a**

**school outside of their “home” district; (i.e. restraining orders or custody agreements)**

**3. 2 The student’s sibling attends a school outside of his/her school for programmatic reasons.**